

MINUTES

A public meeting of the Placentia Council was held Tuesday, April 19, 2016 at the Town Hall with the following in attendance:

Mayor:	Wayne D. Power	CAO: Charlotte Hickey
Deputy Mayor:	Keith Pearson	Public Works Supervisor: Harold Power
Councillors:	Noella Collins	Admin. Office Manager: Mary Greene
	Frank Coombs	Executive Assistant: Debbie Gear
	Dan Greene (left 8:30)	
	Frankie Nash	

Absent: William Woodman (Medical)

Mayor Power called the meeting to order at 7:05 p.m.

HOUSEKEEPING

Prior to the start of regular business Mayor Power offered the following messages.

Condolences

Mayor Power acknowledged the passing of Mrs. Margaret Kelly who was one of Placentia's longest reigning business operators. She was the face of hospitality in our municipality for many years and 10 years ago was recognized as business Entrepreneur of the Year by the Newfoundland and Labrador Organization of Women Entrepreneurs. Management will send appropriate condolences to the family on behalf of Council and staff.

Also noted was the passing Mrs. Beatrice Murphy of Freshwater who was the oldest living resident of Argentia resettled to Freshwater to allow occupancy in Argentia for the U.S. Naval Base. Mrs. Murphy was well known as a storyteller and singer who often shared her talents. Mayor Power asked that condolences be extended to her husband Pius and the family.

Proclamation

April 2016 was proclaimed ***Child Abuse Prevention Month*** in the Town of Placentia. All residents are asked to work together to help reduce child abuse and neglect.

Accolades

Congratulations were extended to Ms. Lee Everts of the successful publishing of her book ***The Placentia Area - A Changing Mosaic***. Mayor Power described the book in the words of Mr. Tom O'Keefe as an account of the area from rock formations to the new bridge.

The Allied Youth Conference was held recently in Gander and Mayor Power was pleased to report that our local chapter was recognized in several categories.

- ❖ Nathan Hynes of Placentia was elected Provincial President,
- ❖ The Placentia chapter was the recipient of:
 - the Hammond award for Dedication to Youth Issues
 - the Dawn Award for Dedication to Positive Lifestyle Initiatives and
 - the John Nolan Cup for Outstanding Community Involvement.

Mayor Power congratulated the Placentia Allied Youth Post on such an outstanding showing.

Adoption of Agenda

The agenda was circulated prior to the meeting.

Motion #16-069

Councillor Nash/Councillor Coombs

Be it resolved that the revised agenda as presented prior to the start of the meeting is approved by council.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Minutes of the Meeting of March 15, 2016

The minutes of the meeting of March 15, 2016 were circulated prior to the meeting; Councillor Collins asked that the minutes clearly state that although she voted against the motion to ratify the hiring of Mrs. Charlotte Hickey she was not opposed to hiring her but to the starting salary being paid to her.

Motion #16-070

Councillor Coombs/Deputy Mayor Pearson

Be it resolved that the minutes of March 15, 2016 are adopted as amended.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

BUSINESS ARISING FROM THE ACTION SHEET

Relative to the Amateur Radio Operator's request for funding to purchase a new repeater/radio equipment, it was reported that \$700.00 each was received from the Dunville Lions Club, the Placentia Lions Club and the Argentia Port Authority. With the commitment of \$1000.00 each from the Town of Placentia and the provincial government, the radio group will have sufficient funding to upgrade their equipment.

Parts for the ozone generator at the Dunville plant were ordered in January and with an estimated time for delivery being three to four months, they should be delivered with the next few weeks.

Regarding the safety issue on Fort Louis Extension, discussion has been initiated and is ongoing with the Town's engineers. Public Works staff continue to maintain the road as best they can. Council was reassured that the Fire Department can provide service on the hill without having to bring their trucks up or down that road.

The request for standby electrical service quotes yielded two replies, only one of which is from a qualified person with journeyman's papers. Staff will request copies of same and other relevant application to verify this.

Mayor Power spoke briefly on the recent provincial budget announcement confirming that the municipal sector funding will be maintained. He advised Council of the conversation he and the CAO had with Eastern Health officials, Mr. Dave Diamond, Dr. Oscar Howell and Mr. George Butt outlining the importance of maintaining services in our community. Mayor Power requested information from Mr. Diamond on how cutting services but maintaining staff will save money. He is awaiting a reply to his questions and then will write a letter stating the Town's position on the cuts.

NEW BUSINESS FROM THE PRIVILEGED SESSION OF COUNCIL

Public Works Supervisor - Wage Adjustment

Council adopted the motion to approve a one time pay adjustment of \$3,000.00 to the Public Works Supervisor's wages as per the privileged session of Council held prior to this meeting.

Motion #16-071

Councillor Nash/Councillor Coombs

Be it resolved that Council adopts the motion to approve a one time pay adjustment of \$3,000.00 to the Public Works Supervisor's wages.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Memorandum of Understanding - Consulting

Council adopted the motion to approve a Memorandum of Understanding for a three month period engaging Mr. Edward O'Keefe to provide consulting services and to attend meetings on going projects during the new CAO's transition period. This will include being available to provide information as requested.

Motion #16-072

Councillor Nash/Councillor Coombs

Be it resolved that the motion to approve a Memorandum of Understanding for a three month period engaging Mr. Edward O'Keefe to provide consulting services and to attend meetings on-going projects during the new CAO's transition period is approved.

(CARRIED 5:1 Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene and Coombs voted in favour of the motion; Councillor Collins voted against the motion.)

EXECUTIVE COMMITTEE REPORT

(Mayor Power, Chair; Deputy Mayor Pearson, Councillor Dan Greene, Resource Person - CAO)

A report on the Executive Committee meeting held on April 15, 2016 was circulated prior to the meeting for Council's information. Mayor Power briefly commented on the highlights of the meeting.

Husky Energy revised their tax agreement with Council's approval however when the revised document was sent it did not reflect what was agreed to at the meeting. The Town will not sign the agreement until the discrepancies, although minor in nature, are rectified.

Vale vacated the Argentia Demonstration Plant site on April 5, 2016; their tax invoice has been prorated and sent to them. Vale is renting the warehouse from Port of Argentia for the short term and has been invoiced a full-year for business tax, payable in monthly instalments. The property will be assessed and the Port of Argentia will be billed when the assessment notice arrives.

At 8:10 p.m. the Mayor adjourned the public meeting and entered into a privileged session of Council. The public meeting of Council resumed at 8:15 p.m.

Universal Construction owner Mr. Maurice Griffiths is being asked to meet with the Executive Committee to discuss the terms of his agreement with the Town of Placentia with regard to the Frecker Place Development and the lease of the former P4 building. There is a proposal in to the Department of Environment and Conservation for an industrial composting facility to be located on the Argentia Access Road. Objection to the development has been raised and the Executive Committee agrees with some of the drawbacks to allowing such a development just outside the jurisdiction of our community. Mayor Power will voice the Town's objections to the development.

Mayor Power asked Councillors for any expression of interest in being the regional representative on the Eastern Regional Service Board to be submitted to the Town office by the end of this month.

The Executive Committee has a meeting on April 29, 2016 to further discuss the Operations Review Report submitted by L. W. Consulting.

In response to the information that the Town of Placentia Fire Department ranked at an acceptable standard on aspects of the assessment conducted by the *Operational Readiness of Municipal Fire Protection Services throughout Newfoundland Labrador* published by *Fire & Emergency Services*, Councillor Coombs commented that our fire department is in the minority as one of the better departments in Newfoundland and Labrador.

Tax collections at this point are at 56% which is up from 12% this time last year. Mayor Power extended thanks to the general public for their support of municipal activities.

There was some discussion on the pending closure of the Harbour Grace court house even though it is unclear how Placentia will be affected by it. There is concern that as the distance to travel to attend court increases so does the period that this detachment's RCMP officers will not be available to service the Placentia area.

FINANCE COMMITTEE REPORT

(Councillor Dan Greene, Chair; Councillors William Woodman & Frankie Nash ; Resource Person - Administrative Office Manager)

Accounts Payable

The Finance Committee recommended that Council approve the Accounts Payable Transaction Journal dated April 7, 2016 in the amount of \$101,116.23.

Motion #16-073

Councillor Greene/Councillor Nash

Be it resolved that the Accounts Payable Transaction Journal dated April 7, 2016 in the amount of \$101,116.23 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Cheque Register - General Account

The Finance Committee recommended that Council approve the Cheque Register dated April 7, 2016 for cheques numbered 024338 to 024444 in the amount of \$304,821.05.

Motion #16-074

Councillor Greene/Councillor Nash

Be it resolved that the Cheque Register dated April 7, 2016 for cheques numbered 024338 to 024444 in the amount of \$304,821.05 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Cheque Register - Special Accounts

The Finance Committee recommended that Council approve the Special Accounts Cheque Register for April 2016.

Motion #16-075

Councillor Greene/Councillor Nash

Be it resolved that the Special Accounts Cheque Register for April 2016 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Visa Statement

The Finance Committee recommended that Council approve the Visa statement dated February 5 to March 4, 2016 in the amount of \$763.33.

Motion #16-076

Councillor Greene/Councillor Nash

Be it resolved that the Visa statement dated February 5 to March 4, 2016 in the amount of \$763.33 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Appointment of Commissioner

The Finance Committee recommended that Council approve the appointment of Tom Strickland as Commissioner for the upcoming assessment review at an approximate cost of \$1,483.50 which is a standard rate for this type service.

Motion #16-077

Councillor Greene/Councillor Nash

Be it resolved that the appointment of Tom Strickland as Commissioner for the upcoming assessment review at an approximate cost of \$1,483.50 is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Account # BESTG001 - Request for Interest Adjustment

The Finance Committee recommended that Council approve a one-time interest adjustment of \$454.47 to account #BESTG001 in consideration of extenuating circumstances regarding property ownership and for settlement in full of the principle on the account.

Motion #16-078

Councillor Greene/Councillor Nash

Be it resolved that a one-time interest adjustment of \$454.47 to account #BESTG001 in consideration of extenuating circumstances regarding property ownership and for settlement in full of the principle on the account is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Tender - Playground Equipment

The Finance Committee recommended that Council approve the issuance of a tender for playground equipment for the Wayne John Searle Memorial Recreation Complex in Southeast, Placentia.

Motion #16-079

Councillor Greene/Councillor Nash

Be it resolved that Council approves the issuance of a tender for playground equipment for the Wayne John Searle Memorial Recreation Complex in Southeast, Placentia.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

OH&S Equipment Funding

The Finance Committee recommended that Council approve the expenditure of up to \$10,000 for occupational safety equipment as per the request for approval for Health and Safety Emergency Funds dated April 12, 2016.

Motion #16-080

Councillor Greene/Councillor Nash

Be it resolved that Council approves the expenditure of up to \$10,000 for occupational safety equipment as per the request for approval for Health and Safety Emergency Funds dated April 12, 2016.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

PUBLIC WORKS COMMITTEE REPORT

(Councillor William Woodman, Chair; Councillors Dan Greene & Frank Coombs; Resource Person - Public Works Supervisor)

Residential Construction Applications

#16 Davis Hill, Dunville

The Public Works Committee recommended that Council approve the application to construct a new residence at #16 Davis Hill, Dunville.

Motion #16-081

Councillor Greene/Councillor Coombs

Be it resolved that the application to construct a new residence at #16 Davis Hill, Dunville is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

#128A Bond's Path, Southeast

The Public Works Committee recommended that Council approve the application to construct new residence at #128A Bond's Path, Southeast.

Motion #16-082

Councillor Greene/Councillor Coombs

Be it resolved that the application to construct new residence at #128A Bond's Path, Southeast is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Accessory Building Applications

The Public Works Committee recommended that Council approve the following:

1. the application to construct a storage shed at #33 King's Lane, Southeast
2. The application to construct a garage extension at #15 Kelly Crescent, Southeast

Motion #16-083

Councillor Greene/Councillor Coombs

Be it resolved that Council approves the following two accessory building applications:

1. the application to construct a storage shed at #33 King's Lane, Southeast.
2. The application to construct a garage extension at #15 Kelly Crescent, Southeast.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

CAO Charlotte Hickey stepped away from the meeting during the discussion on fence development at #14 Frecker Place Ext. due to conflict as owner.

The Public Works Committee recommended that Council approve the application to install a fence at #14 Frecker Place Ext., Dunville.

Motion # 16-084

Councillor Greene Councillor Coombs

Be resolved that the application to install a fence at \$14 Frecker Place Ext., Dunville as per municipal guidelines is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Ms. Hickey returned to the meeting.

Commercial & Other Development Applications

The Public Works Committee recommended that Council approve

1. The application for commercial renovations to Philip's Cafe, Jersey side.
2. The application to install band and signage on the Aylward's Building, Placentia.

Motion #16-084

Councillor Greene/Deputy Mayor Pearson

Be it resolved that Council approves the following Commercial and Other Development permit applications:

1. The application for commercial renovations to Philip's Cafe, Jersey side.
2. The application to install band and signage on the Aylward's Building, Placentia.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Crown Land Applications

The Public Works Committee recommended that Council approve

1. The application for crown land at Fox Harbour Rd. for residential development #16-01

Motion # 16-085

Councillor Greene/Councillor Coombs

Be it resolved that the application (#16-01) for crown land on Fox Harbour Road is approved.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Vendor and Other Permit Applications

The Public Works Committee recommended that Council approve the following Vendor Permit Applications

1. The Women’s Institute of Dunville – Ticket Sales at Placentia Mall
2. Pearl Connors - Ticket and Bake Sale at Placentia Mall
3. Hilda Whittle – Ticket Sales at Placentia Mall
4. St. Martin’s Church – Ticket Sales at Placentia Mall
5. Dunville Health Care Auxiliary – Ticket Sales and Placentia Mall
6. St. Anne’s Church, Dunville – Ticket Sales at Placentia Mall

Motion # 16-086

Councillor Greene/Councillor Coombs

Be it resolved that the following Vendor Permit Applications were approved.

1. The Women’s Institute of Dunville/Ticket Sales at Placentia Mall
2. Pearl Connors/Ticket and Bake Sale at Placentia Mall
3. Hilda Whittle/Ticket Sales at Placentia Mall
4. St. Martin’s Church/Ticket Sales at Placentia Mall
5. Dunville Health Care Auxiliary/Ticket Sales and Placentia Mall
6. St. Anne’s Church, Dunville /Ticket Sales at Placentia Mall

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Approval in Principle - Kelly Crescent Extension (KINGJ008)

An approval in principle was sought by a resident on Kelly Crescent wishing to clear land and to make financial arrangements for construction of a new residence in Shaw’s Lane at such time that Council assumes ownership of the water lines and the road. Council is in agreement with this request provided the applicant understands that this is not permission to construct or tie into any water lines. Before any approval is given to build, the applicant must have his development plans approved indicating the house and driveway will front on Kelly Crescent Extension.

Motion #16-087

Councillor Greene/Councillor Coombs

Be it resolved that the request for approval in principle is granted to the resident (Account # KINGJ008) on Kelly Crescent wishing to clear land for purpose of future development on condition that he accepts that this is not permission to construct or tie into any water lines. Before approval is given to construct, development plans indicating that the house and driveway front on Kelly Crescent Extension will have to be submitted and all other regulations of the Town will have to be met.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Request for Signage

Public Works staff will install a stop sign at each end of Kelly Crescent. There was a request for a sign on O'Reilly Street to warn of children at play. Councillor Collins noted that there are stop signs and poles that need to be repaired or replaced - at the intersection of Flynn Street/Prince William; at Legion Road/Patterson Drive intersection; Gales Road and Morrissey's Lane. Residents are asked to report missing signs to the Town Hall so they can be replaced.

Councillor Greene left the meeting at this point to meet personal travel obligations for medical reasons.

MUNICIPAL & COMMUNITY SERVICES COMMITTEE REPORT

(Councillor Frank Coombs, Chair; Councillors Dan Greene & William Woodman; Resource Person - CAO)

The Municipal Enforcement Officer's report was circulated prior to the meeting for information purposes.

A directive was received from the Department of Environment ordering that *a person shall not burn or permit the burning of any material such as tires, plastics, treated lumber asphalt, drywall, demolition waste, hazardous waste, manure, railway ties, etc.*

Councillor Collins noted there should be a staff person trained who is qualified to conduct safety inspections on buildings.

CULTURE & TOURISM COMMITTEE REPORT - April 6, 2016

(Deputy Mayor Keith Pearson, Chair; Councillors Noella Collins; Resource Person - CAO)

The following points of interest were brought forward from the Culture and Tourism Committee meeting.

- The Deputy Mayor congratulated staff members Rhonda Power and Anita O'Keefe on a job well done in organizing and running off the Volunteer Lunch held at the Dunville Lions Centre on April 13. He also commended the Dunville Lions on their new renovations and the supply of an excellent meal.
- The Ocean Endeavour Basque Country Cruise Ship will be in Newfoundland and Labrador from June 15 to the 22, 2017 with Placentia listed as its last stop.
- The Facilities Manager is pursuing discussions with an official from County Wexford Council on possible twinning with them.
- Tai Chi classes will continue at the Arts Centre on Monday and Wednesday evenings until June.
- A request was submitted to install more waste containers along the boardwalk. Residents must be encouraged to pick up their dog's feces and dispose of it properly. There's a need for more municipal enforcement.

- There is a problem with large dogs loose in Argentia, the Municipal Enforcement Officer will be asked to increase patrols.

The Facilities Manager's report was circulated for information purposes.

RECREATION COMMITTEE REPORT

(Councillor Noella Collins, Chair; Councillor Frankie Nash; Deputy Mayor Keith Pearson; Resource Person - CAO)

Committee Chair Councillor Collins provided an update on the Recreation Committee's activities.

Recommendation on Civic Holiday

The Recreation Committee recommended that Council approve the observance of a holiday on the day that the Regatta is held in Placentia.

Motion # 16-088

Councillor Collins/Deputy Mayor Pearson

Be it resolved that Council approves the observance of a holiday on the day that the Regatta is held in Placentia.

(CARRIED: Mayor Power, Deputy Mayor Pearson, Councillors Nash, Greene, Collins, and Coombs voted in favour of the motion.)

Points of interest from the committee include the following:

The Find Your Fit Challenge takes place again this year. All community groups are encouraged to contribute to the calendar of events.

A seniors' social was held at the Cultural Arts Centre which was sponsored by a \$500 grant from the Department of Seniors' Wellness and Social Development.

The tender for the Southeast Playground equipment is being reviewed.

Seasonal recreation staff will start back to work on May 16 for a period of 15 weeks.

The Facilities Manager is advertising for quotes for an appropriate sound system for the arena.

Effort will be made to ensure that the hand dryers are working properly at the arena.

Ice has been removed from Unity PARC. Staff was encouraged to give plenty of notice to user groups on the intended fee increase for next fall.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

(Councillor Frankie Nash, Chair; Deputy Mayor Keith Pearson; Councillor Noella Collins; Resource Person - CAO)

Councillor Nash reported there was a great turnout at the Economic Development luncheon held on April 14; most stakeholders were well represented. Thanks was offered to the Facilities Manager for organizing the event and to Mr. Hedley Burge whose presentation was described as "spectacular". He provided much information on A. Harvey that is not very well known.

Councillor Nash noted that a representative of the FFAW would be a welcome guest speaker at the next session; she suggested that the next luncheon event could be hosted again at the Arts Centre by an interested community group.

BRIEFING NOTES

Committee of the Whole Meeting - PADA

Notes on the March 22nd meeting with Placentia Area Development Association requesting an adjustment to their tax account were reviewed. It was mutually agreed that the Town will continue to invoice PADA for the appropriate water and sewer tax and that PADA will invoice the Town for a like amount for the provision of administration services for the summer recreation program.

COUNCILLORS' COMMENTS

Councillor Coombs asked if there is any information before Council on the complaint of rocks on a right of way in Jersey side. Mayor Power advised that a complaint was made yesterday; it is being investigated and referred to committee.

Councillor Collins noted that she will be asking to review her copy of the Operations review report submitted by L. W. Consulting.

Councillor Collins also noted the ditching that is going on up in Southeast and suggested the Town should check and ensure that the work is being done so as to not affect anyone else with a risk of flooding. The Deputy Mayor noted this is not the Town of Placentia's responsibility however Mayor Power asked that the Public Works Supervisor take another look anyway. The CAO noted that there are no development permits and that if there is ditching done that damages someone else's property it's an issue between those two parties.

Councillor Collins pointed out that she hit a bump in the road in Southeast where a water line had been tied in. She was advised that this is a Transportation and Works issue.

Deputy Mayor Keith Pearson wished the Town's newest employee, Ms. Charlotte Hickey well in her new role as Chief Administrative Officer of the Town of Placentia.

Councillor Nash reiterated the comment made by the Deputy Mayor.

Mayor Power wished both Councillor Greene and Councillor Woodman well with their upcoming medical procedures.

ADJOURNMENT

The meeting concluded at 9:00 p.m.

MAYOR WAYNE D. POWER

CHARLOTTE M. HICKEY, CAO

DATE

